Exporting as a Text File (When Direct Export is not Available)

Although it is always more convenient to export your references directly from a database, this option is not always possible. In this case, you have to export as a text file, which is a longer route, but it will get the job done!

Some databases with text file export include: PubMed, Biological Abstracts, Web of Science, TOXLINE, SciFinder Scholar, OT Seeker, and Literature Online.

Ex. PubMed

- 1. Under "Article Search," click "P"
- 2. Click "PubMed"
- 3. Perform the following Search:

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4. Select some records by clicking the corresponding boxes:



5. Add these records to your saved folder, or, "Clipboard" by clicking "Send to" and making the selections as shown below:



6. Open Clipboard (top right-hand corner next to "Send to"):



7. Send your selected results to RefWorks as a Text File! Click "Send to," and make the following selections:



8. Open the file, which will look something like this:



- 9. Copy or Save this text on your computer
- 10. Log in to your RefWorks account if not already signed in
- 11.From the "References" menu, select "import." You will be taken to this screen:

Import References	
Import From <u>List of Filters & Databases</u> <u>Request a Filter</u>	Select these options
From Text File *	77
Import Filter/Data Source	NLM PubMed
Database	PubMed
Select Text File:	Browse
Encoding	ANSI - Latin I
Specify only if you specifically set the en-	coding when saving the text file; otherwise leave it as is

- 12.To import your text, you have 2 options:
 - a. Click the dropdown menu, and paste the text you copied from your PubMed text file into the box and click "Import":

Import References	X
List of Filters & Databases Request a Filter	^
From Lext File *	
From Text A	
Import Filter/Data Source NLM PubMed Select these options	
MH - Middle Aged MH - Pneumothorax/etiology MH - Somnambulism/*complications MH - Spinal Fractures/etiology EDAT- 2010/12/16 06:00 MHDA- 2011/01/19 06:00 CRDT- 2010/12/16 06:00 AID - VPOS100170 [pii] PST - ppublish	III
From EndNote Database You may specify a folder in which to add your new reference(s) Import To	
Import Into Folder Specify Folder (optional)	
Finally: "Import" to import references as text files	

b. "Browse" your computer to find the file if you've saved it:

Import References				
Import From		ſ	Calast these antions	8 F
List of Filters & Database	s Request a Filter	I	select these options	
From Text File 🌢				
	ort Filter/Data Source	NLM PubMed		
Browse for the location of your	Database	PubMed	×	
saved text file	Select Text File:	C:\Documents and	Setting Browse	
	Encoding	ANSI - Latin I	*	
Specify only if yo	ou specifically set the end	oding when saving t	he text file; otherwise leave it as	is

13. Select a folder (optional) and click "Import."

Import To	Import Into Folder (Note that referen	Specify Folder (optional)	Specify a folder in which to save your references, if you wish
		Click "Import"	î Import

- 14. These documents will be automatically saved in your "Last Imported Folder."
- 15. Follow the steps as given in previous examples for creating and saving to a folder.

*For instructions on how to export from any database, see http://www.library.mun.ca/guides/refworks/refjournals.php